

**Town of Mansfield Parking Steering Committee for Storrs Center  
Monday, November 2, 2009  
Mansfield Downtown Partnership Office  
1244 Storrs Road (behind People's United Bank in Storrs Commons)**

**6:00 PM**

**Minutes**

Members Present: Karla Fox, Martha Funderburk, Manny Haidous, Meredith Lindsey, Ralph Pemberton, Mike Taylor

Ex-Officio Members Present: Matthew Hart, Andy Hill, Lon Hultgren, Macon Toledano, Cynthia van Zelm

**1. Introductions**

Town Manager Matt Hart offered to facilitate the first meeting as a Chair has not been elected yet.

Committee members introduced themselves.

**2. Update on Storrs Center**

Mansfield Downtown Partnership Executive Director Cynthia van Zelm updated the Committee on the status of Storrs Center to provide context for the meeting.

Ms. van Zelm said the focus for the Partnership is on Phase 1A which includes housing and commercial development on the north side of Dog Lane. She said that 8 letters of intent have been signed by new and current businesses to be part of the project.

Ms. van Zelm said she is working with Town Public Works Director Lon Hultgren and master developer LeylandAlliance Project Manager Macon Toledano on preparing the infrastructure for Phase 1A including utility extensions and demolition. A scope of work is being developed with engineer BL Companies.

Ms. van Zelm said design has begun on Storrs Road to incorporate pedestrian-friendly elements, integrating the project with Storrs Center.

Finally, Ms. van Zelm said that the Partnership and the Town are working with the Greater Hartford Transit District to implement the Town's federal grant for design work for the intermodal center. The goal is to include buses, bikes, and possibly Zip Cars, or their equivalent, as part of the center. A Request for Qualifications is being drafted for the design of the center.

**3. Overview of Committee Charge**

Mr. Hart passed out the Town passed resolution establishing the Steering Committee and read the Committee charge.

Mr. Hart said the main objective is to create a coordinated management plan. Mr. Hart said that public input and communication to the public is essential.

Mr. Hart noted that Paul Aho, who is on the Board of the Windham Region Transit District (WRTD), will represent WRTD but could not be at the meeting tonight.

#### **4. Overview of Objectives/Discussion**

Town parking consultant Andy Hill said he recommended to the Town early on that a parking steering committee of citizens was essential to work toward a comprehensive parking management plan. His suggestion is that each meeting cover a piece of the parking management plan.

Mr. Hill gave an overview of the recommended sections of a parking management plan:

- Fee for service: How does paid parking work? How is it done in other communities? Why is fee for service important/what are the alternatives?
- System configuration: Permits? Gated? A hybrid?
- Management configuration: Collaborate with UConn? Lease by Town to a private entity?
- Community impacts: How does new parking affect adjacent lots and vice versa?
- Communication: There needs to be clear pipeline of getting information out to people and taking in information. Key will be making sure there is a process to keep the public apprised of access during construction, with the goal to minimize the impact on the community.
- Development of formal parking management plan with presentation to the community.

#### **5. Election of Officers**

After some discussion about alternative ways to facilitate the meetings, Mike Taylor nominated Karla Fox to serve as Chair and Meredith Lindsey to be Vice Chair (pending her re-election to Town Council). Manny Haidous seconded the motion. The motion was approved unanimously.

The Committee deferred making a decision on a Secretary for now, deciding to wait and see if a Secretary is needed. Ms. van Zelm will take the minutes on behalf of the Committee.

## **6. Identify Schedule and Next Steps**

Mr. Hill suggested that the Committee meet for eight to nine months with six to seven meetings once a month. The Committee agreed to meet on the 2<sup>nd</sup> Tuesday of the month at 6 pm in the Partnership office. Ralph Pemberton offered the High School as an alternative location if the Committee needed more room for a particular meeting.

Ms. Fox asked for clarification regarding whether the Committee's role is advisory. Mr. Hart said the Committee is serving in an advisory role to the Town Council and the Partnership's Board of Directors.

## **7. Set Date for Next Meeting**

The next meeting is set for Tuesday, December 8 at 6 pm in the Partnership office.

## **8. Public Comment**

David Freudmann, 22 Eastwood Road, referred to the PowerPoint presentation that was given to the Town Council and the public in March 2009. He expressed concerns about the cash flow projections, estimate of daily car use, and the operating costs, particularly payroll, for the garage.

Mr. Hart said the presentation was designed to be an introductory workshop on parking for the Town Council and the Partnership.

Mr. Freudmann suggested that Committee members be given a hard copy of the presentation. Ms. Fox asked that staff do this as well as provide a one page synopsis regarding the context of the presentation from March. Ms. van Zelm noted that the PowerPoint presentation is also on the Partnership website.

## **9. Adjourn**

The meeting adjourned at 6:55 pm.

*Minutes taken by Cynthia van Zelm.*